

# **Delamere & Oakmere Parish Council Meeting**

## **MINUTES OF THE PARISH COUNCIL MEETING OF DELAMERE AND OAKMERE PARISH COUNCIL HELD ON MONDAY 21<sup>ST</sup> JULY 2025 AT 7PM**

Present: Councillor C Topping, Councillor A Bell, Councillor F Goodier, Councillor J Edwards, Councillor D Rutter and Councillor H Dilliway-Nickson.

Also, present Clerk, Mrs J Monks and eight members of the public and one PCSO for public speaking time.

### **1 Welcome and apologies for absence**

The Chair of the Parish Council, Councillor D Rutter welcomed everyone to the Parish Council meeting. Cheshire West and Chester Ward Councillor T Lush sent their apologies for the meeting.

### **2 Member's Code of Conduct and declarations of interest**

There were no declarations of interest.

### **3 Public Speaking Time**

The PCSO reported that he was undertaking a speeding campaign targeting Station Road and a campaign on illegal bikes in the forest.

### **4 Update from United Utilities**

Representatives from United Utilities provided updates on the road closures in the area. A full road closure was planned for Abbey Lane and the planned road closure for Hatchmere crossroads has now been moved to January 2026. Concerns were raised about both road closures and the effect on residents and local businesses. United Utilities stated that they will try and minimise disruption, but the work is necessary and will result in road closures. Affected businesses and residents can apply for compensation from United Utilities and they have a community funding scheme. United Utilities are running a series of drop-in sessions where individual concerns will be listened to. United Utilities confirmed that they will attend the next Parish Council meeting in September with an update. United Utilities will investigate different options to try and minimise the disruption.

## **5 Road closures for United Utilities work**

**RESOLVED** that;

The clerk would contact United Utilities and ask them to supply details of their community funding scheme.

## **6 Minutes of the last Parish Council meeting**

**RESOLVED** that;

The minutes of Delamere and Oakmere Parish Council on Monday 16<sup>th</sup> June 2025 were approved.

## **7 Progress Reports and Outstanding Items**

The clerk had circulated a response from Forest England regarding the removal of the bins in the forest for the attention of the Parish Council.

The clerk had contacted Forest England regarding the request for a donation of bulbs, and they are ordering them for planting in the Autumn.

With regards to the visibility issues both Network Rail and the Highways Department of Cheshire West and Chester Council need photos of the issue before they can investigate. Councillor J Edwards will email photos to the clerk.

Following the last Parish Council meeting the clerk ordered replacement defibrillator pads for the defibrillator at Delamere Community centre and paid £63.95 plus VAT for this. These however had not been sent as they are not yet in stock. The current defibrillator pads expire on 5<sup>th</sup> August 2025. The clerk will cancel the order and re-order.

## **8 Planning**

The planning applications that had been received up to Monday 21<sup>st</sup> July 2025 were considered.

**RESOLVED** that;

No objections were to be made to 25/01689/FUL, Conversion of existing residential outbuilding to habitable accommodation. New link orangery. Corner Farm Forest Road Tarporley.

## 9 Finance

The clerk reported that the current bank balances were as follows and bank statements showing these amounts were presented and signed by the Chair.

Current Bank account balance is £11937.19 as of 30<sup>th</sup> June 2025.

Savings account balance is £25,140.33 as of 30<sup>th</sup> June 2025.

Income received; £52.00 advertising income and £73.24 interest on savings account.

**RESOLVED** that;

the following payments be authorised;

June 2025 debit card payments are as follows;

|             |                             |       |
|-------------|-----------------------------|-------|
| Defib shop  | replacement defibrator pads | 76.94 |
| Post Office | postage to Fiona Goodier    | 2.40  |

July 2025 Payments are as follows;

|                       |                                |        |
|-----------------------|--------------------------------|--------|
| Joanne Monks          | Pay for July                   | 588.92 |
| Cheshire Pension Fund | Pension contributions for July | 210.33 |
| Joanne Monks          | Clerk Expenses July            | 32.30  |
| Michael Whittaker     | DJ for summer event            | 200.00 |
| Glamour events hire   | games hire for summer event    | 179.00 |

## 10 August Recess

As there is no meeting of the Parish Council in August it was;

**RESOLVED** that;

Planning – The Clerk should liaise with the Chair and Vice Chair on planning applications received during the Recess with subsequent discussion with all other Councillors.

The Chair, Vice Chair and the Clerk be authorised to deal with all routine matters during the Recess with discussion with all other Councillors.

The August payment bank transfer will be undertaken by authorised signatories in accordance with the bank mandates. The clerk was asked to email a financial report for August with the payment schedule to all Parish Councillors.

## **11 Microsoft Office renewal**

**RESOLVED** that;

The clerk could renew the Microsoft Office licence with the renewal cost of up to £100 plus VAT for the year.

## **12 Village scene/Highways volunteer scheme**

Councillor F Goodier reported that the event was successful with fourteen volunteers. Next time more equipment would be ordered from Cheshire West and Chester Council. Picture of the event will be in the newsletter.

The clerk was asked to update the poster with new dates; all Sundays with a start time of 10am.

**RESOLVED** that;

Councillor F Goodier could attend a first aid course and the expenditure of up to £50 was approved.

The Highways Department of Cheshire West and Chester Council had stated that they would supply all the equipment for the volunteer day on 20<sup>th</sup> July 2025, however two days prior to the event they stated that they could not supply any Hi-Viz Jackets. Hi-Viz jackets were an essential health and safety requirement for the event to go ahead.

**RESOLVED** that;

The amount of £15.72 plus VAT was retrospectively approved for the purchase of ten Hi-Viz jackets for the use at this event and for use for future events. The expenditure would be taken from the community levy infrastructure fund.

Due to the number of volunteers and events the Parish Council are running it was;

**RESOLVED** that;

The expenditure of up to £20 plus VAT was approved for a further purchase of ten Hi-Viz jackets. The expenditure would be taken from the community levy infrastructure fund.

**RESOLVED** that;

The expenditure of up to £50 plus VAT was approved for the purchase of first aid kit for events. The expenditure would be taken from the community levy infrastructure fund.

**RESOLVED** that;

The expenditure of up to £100 plus VAT was approved for any expenditure relating to future events for the Highways Volunteer scheme. The expenditure would be taken from the community levy infrastructure fund.

### **13 Christmas**

The clerk confirmed that the income and expenditure for the Christmas event from 2024 was as follows;

|                                  |         |
|----------------------------------|---------|
| Total Income                     | 3150.00 |
| Total Expenditure                | 2301.12 |
| Amount to be earmarked for 25/26 | 848.88  |

It was agreed to undertake a joint event with the church on Saturday 22<sup>nd</sup> November 2025. The clerk was asked to contact the company who put the lights up in 2024 for a quote to consider this at the next Parish Council meeting.

Councillors C Topping, Councillor D Rutter and Councillor F Goodier will try and source a tree via Forest England.

### **14 Summer Event**

Councillor F Goodier reported that she had been to a meeting with the landlord of the Abbey Arms and the summer event was confirmed as being on 2<sup>nd</sup> August. Games, dog show and stalls have been arranged and Councillor F Goodier has contacted the Northwich Guardian regarding publicity for the event.

The clerk confirmed that she had applied for a grant from the Ward Members budget for the cost of the games (£175.00) and the cost of the DJ (£200.00) a total of £375.00. However, the Parish Council has been only awarded £312.50.

**RESOLVED** that;

The shortfall of £62.50 would be taken from the Parish Council funds.

**RESOLVED** that;

The expenditure of up to £200 plus VAT was approved for a reuseable banner for the summer event.

**RESOLVED** that;

The expenditure of up to £150 plus VAT was approved for any expenditure relating to the summer event.

The clerk confirmed that she had sent the draft lease which had been drafted by Councillor J Edwards for the car park to Cheshire Association of Local Councils however they were unable to provide legal advice on this.

**RESOLVED** that;

The car park would not now be required. The clerk was asked to draft a letter to be sent to Cheshire Association of Local Councils as the Parish Council was not happy with the response regarding lack of any legal advice.

## **15 Little Wood**

Councillor D Rutter reported that he will obtain a quote for removal of the debris from the ditch.

The clerk confirmed that she had contacted Northwich Town Council and instructed them to carry out the work as per quote number 2224 at the cost of £7245.00 for the repairs to the Boardwalk in Little Wood Oakmere. The clerk has stated that as the work is part of a grant application that this needs to be completed by 31<sup>st</sup> August 2025 at the latest. The clerk will contact Northwich Town Council for an update on this and provide a monthly update to Tarmac.

The clerk has received a copy of the public liability insurance for the local landowner who wants to undertake some work free of charge in Little Wood.

## **16 Membership of Cheshire Community Action**

**RESOLVED** that;

The Parish Council would join Cheshire Community Action at the cost of £20.

## **17 Quotes for Frith Avenue**

The clerk reported that she had received a complaint from a Housing Association regarding the dead cherry trees on the land at Frith Avenue.

The clerk had tried to obtain three quotes.

**RESOLVED** that;

Northwich Town Council was appointed to fell the dead cherry trees on the land at Frith Avenue at the cost of £980.00 plus VAT. The stumps and logs do not need to be removed. The expenditure was to be taken from the Community Infrastructure Levy budget. The work would be required to be completed by 31<sup>st</sup> August.

## **18 Delamere Concerts**

The clerk confirmed that she had received a reply from Forest England regarding the concerts and this had been circulated to all Parish Councillors.

**RESOLVED** that;

The clerk was asked to draft a reply and provide feedback regarding the concerts to Forest England. The clerk was asked to contact Norley Parish Council and ask them to also to provide feedback to Forest England regarding the concerts.

The clerk was asked to contact Cheshire West and Chester Council to see when the current music and alcohol licence was due to expire.

## **19 Community led Minor Highway improvements**

The clerk circulated an email from Cheshire West and Chester Council asking each Parish Council to complete and return a Community Led Minor Highways Improvements form.

**RESOLVED** that;

The clerk will submit a list to the Cheshire West and Chester Council and send a copy of the list to the Ward Councillors.

## **20 Proposed meeting with Head of Planning**

The clerk had circulated an email from Acton Bridge Parish Council requesting if the Parish Council would be interested in a joint meeting with the Head of Planning of Cheshire West and Chester Council.

**RESOLVED** that;

Representatives of the Parish Council would be interested in attending a joint meeting.

## **21 In memory of Roy Penk**

**RESOLVED** that;

The Parish Council would contribute up to £75.00 plus VAT for a tree to be planted in Willington in the memory of Roy Penk, former Parish Councillor for both Delamere and Oakmere Parish Council and Willington Parish Council.

## **22 Update from Cheshire West and Chester Councillors**

Cheshire West and Chester Ward Council T Lush had sent his apologies for the meeting and had circulated an update by email. The clerk was asked to thank Cheshire West and Chester Ward Councillor T Lush and feedback that the Parish Council supported the motion for a policy change with regards to potholes.

## **23 Councillor's report and future agenda items**

Councillor A Bell reported that the next edition of the newsletter was due out soon. Councillor A Bell stated that there was no progress with repairs to the pedestrian access to the Station as the steps were unsafe and were awaiting repair. Councillor A Bell will email the clerk with the contact details for Network Rail.

Councillor F Goodier reported that she had collected the posters from the school and asked if this could be an agenda item for the next meeting to get expenditure approved for printing and display costs.

Councillor D Rutter reported that the footpath between A556 and A51 was overgrown, and the clerk was asked to report this to the Public Rights of Way Officer at Cheshire West and Chester Council.

## **24 Date and time of next meeting**

The next Parish Council meeting is Monday 15th September 2025 at 7pm.

Chair signature.....Dated.....

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Minutes of the monthly Parish meeting of Delamere and Oakmere Parish Council held on Monday 21<sup>st</sup> July 2025.